



DEPARTMENT OF  
ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

## Division of Developmental Disabilities

### NOTICE AND REQUEST FOR PUBLIC COMMENT

The Division of Developmental Disabilities is seeking public comment on a proposed new **Division Medical Policy 1621 - Enhanced Staffing Ratios**. This is a new policy that outlines the Division's requirements when assessing for and approving Enhanced Staffing Ratios (ESR) for Members who may need increased support in a specific setting.

**Dates:** Public comment will be open for 30 days beginning December 27, 2023 and closing January 26, 2024. Comments must be received no later than January 26, 2024, 11:59 pm, Arizona time.

**Instructions:** (Complete instructions are located on the Division's [webpage](#))

- The policy may be viewed by clicking [here](#).
- Comments may be submitted online by clicking [here](#).
- Use the line numbers to reference specific comments.
- Do not include any information that you consider confidential or inappropriate for public disclosure.

If access to the online form is not available, comments can be submitted by email to the DDD Policy Unit at [DDDpolicy@azdes.gov](mailto:DDDpolicy@azdes.gov).

- Submit your comments, along with your full name, mailing address, and phone number.
- If you represent an organization, include the organization's name.

For further information contact the DDD Policy Unit at [DDDpolicy@azdes.gov](mailto:DDDpolicy@azdes.gov).